

Report To: Cabinet

Date of Meeting: 24 September 2013

Lead Member / Officer: Cllr Barbara Smith / Alan Smith

Report Author: Tony Ward

Title: 2012/13 Annual Performance Review

1. What is the report about?

1.1 The council is required to publish an annual report of its performance by 31st October each year. This report is about the council's draft Annual Performance Review for 2012/13.

2. What is the reason for making this report?

2.1 To enable Members to scrutinise the draft report, attached at Appendix I, prior to a final draft being presented to Council on 8th October 2013.

3. What are the Recommendations?

3.1 It is recommended that, subject to any agreed changes, this draft 2012/13 Annual Performance Review is submitted to County Council for approval.

4. Report details.

4.1 The council's Corporate Plan 2012-17 sets the strategic direction for the council and its priorities for the five-year period. The detail about what the council intends to do each year to help deliver these priorities is set out in annual service plans and the Corporate Plan Annual Deliver Document. The council also has a number of equality objectives within its Strategic Equality Plan, and a set of Outcome Agreements with the Welsh Government.

4.2 This annual performance review provides a retrospective evaluation of the council's success in delivering against these commitments during 2012-13, and of whether the council has successfully fulfilled its obligation to make arrangements to secure continuous improvement.

4.3 The timing of this report is often difficult because much of the information needed to understand our performance (e.g. comparative data for all councils in Wales) is not available until very close to the report deadline. This is more of an issue now that we have a more sophisticated performance management

system based on excellence thresholds rather than locally-set targets. National data was published on 4th September, which gave us very little time to evaluate our comparative position and complete the draft report by 10th September.

- 4.4 Furthermore, some information required to complete the report was still not available when the report was submitted to Cabinet. For example, the deadline for responding to our Residents' Survey is Friday 20th September, and the survey of City, Town & Community Council Members will also take place during September and those results will not be available until the final draft is submitted to Council. Both of these surveys are critical to our full understanding of some of the outcomes in our Corporate Plan, and this report may therefore be subject to change once that information becomes available.

5. How does the decision contribute to the Corporate Priorities?

- 5.1 The Annual Performance Review includes an evaluation of the council's success in delivering against its corporate priorities.

6. What will it cost and how will it affect other services?

- 6.1 The only costs relate to printing the report to make it available in council reception areas, libraries, one stop shops, etc. This will be done in-house, with the costs being absorbed by Business Planning and Performance.

7. What are the main conclusions of the Equality Impact Assessment (EqIA) undertaken on the decision? The completed EqIA template should be attached as an appendix to the report.

- 7.1 An Equality Impact Assessment (EqIA) is not required for this report. This report provides a retrospective evaluation of the council's performance, and the decision to approve the report has no potential impact on people sharing protected characteristics. An EqIA was undertaken on the Corporate Plan itself, and was presented to County Council when the plan was approved in October 2012. The completed EqIA template is attached at Appendix II.

8. What consultations have been carried out with Scrutiny and others?

- 8.1 The report has been developed by the Corporate Improvement Team, in consultation with other council services. The performance information contained within the document has been provided by services, and has been drawn from the Ffynnon performance management system. Consultation has taken place with the Senior Leadership Team (SLT) and the Performance Scrutiny Committee on 19th September 2013. A verbal update of discussions at both meetings will be provided to Cabinet on 24th September because the draft report was submitted to Cabinet prior to these meetings taking place.

Any required changes resulting from consultation with the Performance Scrutiny Committee, Cabinet and SLT will be made prior to the report being submitted to Council.

9. Chief Finance Officer Statement

9.1 There are no significant financial implications arising from the report.

10. What risks are there and is there anything we can do to reduce them?

10.1 “The risk of a significantly negative report(s) from external regulators” is currently a risk identified on the Corporate Risk Register. Failure to publish the Annual Review by the 31st October deadline would be likely to result in statutory recommendations from the Wales Audit Office, with significant implications for the reputation of the Council.

11. Power to make the Decision

11.1 The Corporate Plan and the Annual Performance Review are key elements of the Wales Programme for Improvement (2010), which is underpinned by the statutory requirements of the Local Government Act 1999 and Local Government (Wales) Measure 2009.